

CITY OF SPRINGBORO
320 W. CENTRAL AVENUE, SPRINGBORO, OH

CITY COUNCIL WORK SESSION

THURSDAY, APRIL 6, 2023

6:00 PM

CITY COUNCIL

John Agenbroad, Mayor
Stephen Harding, Deputy Mayor/At Large
Becky Iverson, At Large
Janie Ridd, Ward 1
Dale Brunner, Ward 2
Jack Hanson, Ward 3
Jim Chmiel, Ward 4

CITY STAFF

Chris Pozzuto, City Manager
Greg Shackelford, Assistant City Manager
Gerald McDonald, Law Director
Lori Martin, Clerk of Council

- ITEM 1. CALL TO ORDER.** Mayor Agenbroad called the Springboro, Ohio City Council Work Session to order on Thursday, April 6, 2023 at 6:00 PM in Council Chambers at the Springboro Municipal Building, 320 W. Central Avenue, Springboro, Ohio.
- ITEM 2. ATTENDANCE. Council:** Mr. Hanson, Ms. Iverson and Ms. Ridd were absent. **Staff:** Mr. Shackelford, Mr. McDonald and Ms. Martin were present. Police Chief Jeff Kruithoff, Community Relations Director Maureen Russell-Hodgson and Finance Director Jonathan Hudson were also present. Mr. Pozzuto was absent.

At this time, Ms. Russell-Hodgson updated Council on communication efforts by the City including the City's Annual Report. The annual report includes accomplishments, a financial report, facts and figures and Mayor Agenbroad's State of the City Address. The annual report was recently mailed to all residents and businesses within the City and staff has been receiving feedback and questions concerning the report.

Mayor Agenbroad and Council Members commented in general that the report was well done and Ms. Russell-Hodgson and staff did an excellent job.

Ms. Russell-Hodgson also provided a brief overview of the City's newly redesigned website, which was launched on Monday. The look of the site has been refreshed, but the content remains the same. The homepage and interior pages were redesigned to refresh the look of the pages and make the site easier to navigate. This is the first redesign since the new website was initially launched five years ago.

The refresh includes photo transitions and access to common links such as social media has been made more visibly accessible. Based on the analytics from the website, a new button has been added to the front page for "Special Events," which was found to be a popular search on the website. The front page also includes a more dynamic "Springboro News" layout, live stream traffic cameras and an updated calendar widget. In general, within a few clicks, visitors should be able to find what they are looking for. The "Quick Links" menu at the bottom of the

homepage was also updated to include more of the most frequently searched items. News about the newly refreshed website was posted today and staff has received a lot of good feedback. Ms. Russell-Hodgson also commented that approximately five staff members are trained as site administrators and routinely edit, update and post information on the website.

Mayor Agenbroad and Council Members commented in general that staff has done a great job with the website.

At this time, Mr. Hudson commented on a motion that is before Council tonight under Other Business, which would offer a \$2 discount to Springboro residents on their utility billing. The rationale behind this offer is that right now for the City to mail a bill and process the payment costs roughly \$2 for the average household's bill. If the customer pays by credit card, it costs \$3-\$4 to process the payment. The average utility bill of \$100 costs approximately \$6 to process, which includes mailing the bill, processing the payment and paying the credit card fees.

The proposal is to offer a \$2 discount if the resident signs up for an e-bill (via e-mail) and an automatic e-check (ACH) payment from the resident's bank account. This proposal provides a \$2 discount to residents and saves the City approximately \$6 in processing costs and staff time, and makes it more convenient for both the City and the residents. This offer is available to Springboro resident water customers. Staff is working with people who do not have an e-mail or receive an e-bill in order to make the utility billing process convenient for everyone. There has been an overwhelming response so far to this proposed discount. Mr. Hudson offered to answer any questions.

Mr. Brunner asked if residents could sign up for this offer on the City's website.

Mr. Hudson answered that, right now residents would have to call the City to sign up. The goal eventually is to enable residents to sign up online. In addition, Mr. Hudson commented that hopefully in the next two months they will have an update in regard to revamping the entire online payment processing for utilities, and at that point, customers will be able to manage their entire account online.

There were no further questions or discussion concerning these items.

ITEM 3. LEGISLATIVE AGENDA. – Review legislative items slated for April 6.

- 1) **ORDINANCE: THIRD READING.** AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SPRINGBORO, REZONING APPROXIMATELY 12.08 ACRES OF LAND LOCATED SOUTHWEST OF THE INTERSECTION OF EAST CENTRAL AVENUE (SR 73) AND RED LION-FIVE POINTS ROAD, FROM PUD-B, PLANNED UNIT DEVELOPMENT-BUSINESS, TO PUD-R, PLANNED UNIT DEVELOPMENT-RESIDENTIAL.

No discussion.

- 2) **RESOLUTION:** A RESOLUTION APPROVING THE GENERAL PLAN FOR APPROXIMATELY 12.08 ACRES OF LAND LOCATED SOUTHWEST OF THE INTERSECTION OF EAST CENTRAL AVENUE (SR 73) AND RED LION-FIVE POINTS ROAD.

No discussion.

- 3) **RESOLUTION:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH LANDSCAPE STRUCTURES TO PURCHASE NEW PLAYGROUND EQUIPMENT FOR NORTH PARK.

No discussion.

ITEM 4. CITY MANAGER. – Issues/Reports.

Mr. Shackelford reported on the following items:

Mr. Shackelford thanked both Ms. Russell-Hodgson and Mr. Hudson for all of the work they do for the City and for always looking out for the City's best interests. Mr. Shackelford commented that he appreciates what they do for the team and he enjoys working with them. Mr. Shackelford followed his comments with a few reminders concerning opportunities to attend upcoming events.

ITEM 5. CLERK OF COUNCIL. – Issues/Reports.

Calendar Updates: The Architectural Review Board meeting scheduled for April 10 has been canceled and will be rescheduled at a later date to be posted. The Finance Committee will meet on Thursday, April 20 at 5:30 PM in Council Chambers.

It was determined that due to the absence of Finance Chair Jim Chmiel on April 20, the Finance Committee would be canceled. Mayor Agenbroad confirmed with Mr. Hudson that the committee would convene at the next scheduled meeting date.

Drug Take Back Day will take place on Saturday, April 22, 10:00 AM-2:00 PM at the City Building. The City's Arbor Day Ceremony will be held on Friday April 28 at 9:00 AM at Miracle Field. Good Friday will be observed tomorrow, April 21; whereby, the City Offices will be closed. The next City Council Work Session will be held on Thursday, April 20 at 6:00 PM followed by the Regular Meeting at 7:00 PM in Council Chambers.

ITEM 6. CITY COUNCIL. – Issues/Reports.

Mr. Chmiel – No reports.

Mr. Brunner – No reports.

Deputy Mayor Harding – No reports.

Mayor Agenbroad – Mayor Agenbroad commented that he continues to receive calls concerning the fiber project and damage to yards and asked if other Council Members were continuing to receive complaints.

Mr. Shackelford commented that City Engineer Chad Dixon fields those complaints for the City and follows up by reaching out to whichever fiber company has created the issue. Mr. Shackelford further commented that when the work is finished the areas are restored.

Mayor Agenbroad commented that has explained to residents that the fiber companies are obligated to repair the damage and restore the property.

Mr. Brunner and Mr. Harding commented that they have received a few calls regarding the work.

Mr. Harding further commented that he has received comments from neighbors concerning the bare spots that were left behind and they continue to ask when it will be fixed because Point Broadband has been gone for a while and has not been back to fix those spots. Mr. Harding further commented that what many people fear now is that when atafiber finishes their work, Time Warner will decide they need to upgrade and will come through everyone's yards again.

Mr. Shackelford urged Council that if they are contacted regarding the fiber project to forward the resident's address and contact information to staff, and they will do their very best to follow up with the fiber companies to resolve the issue as soon as possible.

In addition, Mayor Agenbroad noted that Council has received an application from David Hale to serve on the Architectural Review Board for an unexpired term ending December 31, 2024. Mayor Agenbroad asked if there were objections or discussion concerning this appointment.

There were no objections or discussion concerning the appointment of David Hale to the ARB at tonight's Regular Meeting under Other Business.

Mayor Agenbroad also noted that a motion would be in order at tonight's Regular Meeting under Other Business to approve the proposal to offer a \$2 discount to Springboro resident water customers as discussed by Mr. Hudson previously.

Mayor Agenbroad also commented that the Journey tribute band Resurrection, which usually is the finale of the summer concert series, has canceled their booking for the concert series. Mayor Agenbroad further commented that they were able to book another Journey tribute band called Escape for Saturday, July 1 and they plan to cancel the Friday, July 28 concert.

Mr. Chmiel commented that at last night's Park Board meeting it was unanimously decided to actually rebook the Friday, July 28 concert date with another band.

Mr. Harding commented that he would try to work out the schedule of volunteers from the Pee Wee football organization to cover the back-to-back weekend of Friday, July 30 and Saturday, July 1.

At this time, Chief Kruihoff commented that the newly appointed Police Chief Dan Bentley will be sworn-in at the April 20 Council Meeting followed by the newly appointed Police Lieutenant Eric Kuhlman and newly appointed Police Sergeant Drew Pyles at the May 4 Council Meeting. Chief Kruihoff added that two new police officers would be sworn-in on May 18 to fill the two remaining officer positions.

Mr. Brunner asked if the police department would be fully staffed at that point.

Chief Kruihoff replied yes, those appointments would bring the police department to full staff.

Mayor Agenbroad also pointed out that the engraved memorial plate for Betty Bray has been officially affixed to her seat in Council Chambers and he thanked Ms. Martin for coordinating that.

ITEM 7. ADJOURNMENT. *With no further discussion, Mayor Agenbroad adjourned the Thursday, April 6, 2023 City Council Work Session at approximately 6:25 PM.*

CITY OF SPRINGBORO
320 W. CENTRAL AVENUE, SPRINGBORO, OH

CITY COUNCIL REGULAR MEETING

THURSDAY, APRIL 6, 2023

7:00 PM

CITY COUNCIL

John Agenbroad, Mayor
Stephen Harding, Deputy Mayor/At Large
Becky Iverson, At Large
Janie Ridd, Ward 1
Dale Brunner, Ward 2
Jack Hanson, Ward 3
Jim Chmiel, Ward 4

CITY STAFF

Chris Pozzuto, City Manager
Greg Shackelford, Assistant City Manager
Gerald McDonald, Law Director
Lori Martin, Clerk of Council

ITEM 1. CALL TO ORDER. Mayor Agenbroad called the Springboro, Ohio City Council Regular Meeting of Thursday, April 6, 2023 to order at 7:00 PM in Council Chambers at the Springboro Municipal Building, 320 W. Central Avenue, Springboro, Ohio.

ITEM 2. PLEDGE OF ALLEGIANCE. Mayor Agenbroad led the Pledge of Allegiance.

Invocation by Council Member Dale Brunner.

ITEM 3. ROLL CALL. Agenbroad, Present; Brunner, Present; Chmiel, Present; Hanson, Absent; Harding, Present; Iverson, Absent; Ridd, Absent. Staff: Mr. Shackelford, Mr. McDonald and Ms. Martin were present. Police Chief Jeff Kruihoff was also present. Mr. Pozzuto was absent.

Mayor Agenbroad called for a motion to excuse Council Members Jack Hanson, Becky Iverson and Janie Ridd.

Mr. Harding motioned. Mr. Brunner seconded the motion.

No discussion.

VOTE: Agenbroad, Yes; Chmiel, Yes; Harding, Yes; Brunner, Yes. [4-0]

ITEM 4. APPROVAL OF MINUTES: THE MINUTES OF THE CITY COUNCIL WORK SESSION AND REGULAR MEETING OF MARCH 16, 2023.

Mayor Agenbroad presented the minutes for additions/corrections. No additions/corrections.

Mr. Harding motioned. Mr. Brunner seconded the motion.

No discussion.

VOTE: Agenbroad, Yes; Chmiel, Abstain; Harding, Yes; Brunner, Yes. [3-0-1]

ITEM 5. PRESENTATIONS: No Presentations.

ITEM 6. LEGISLATION: City Council held a Work Session at 6:00 PM tonight for approximately 25 minutes to discuss the following legislative items as well as other City business.

- 1) **ORDINANCE O-23-3: THIRD READING.** AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SPRINGBORO, REZONING APPROXIMATELY 12.08 ACRES OF LAND LOCATED SOUTHWEST OF THE INTERSECTION OF EAST CENTRAL AVENUE (SR 73) AND RED LION-FIVE POINTS ROAD, FROM PUD-B, PLANNED UNIT DEVELOPMENT-BUSINESS, TO PUD-R, PLANNED UNIT DEVELOPMENT-RESIDENTIAL, was read by the Clerk of Council. Mr. Shackelford's comments are summarized as follows:

This is the third reading of an ordinance that amends the official zoning map of the City of Springboro rezoning approx. 12.08 acres of land located southwest of the intersection of East Central Avenue (SR73) and Red Lion-Rive Points Road from PUD-B to PUD-R. The rezoning was recommended for approval by the Planning Commission on January 18, 2023.

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments.

Mayor Agenbroad called for a motion to adopt Ordinance O-23-3.

Mr. Chmiel motioned. Mr. Harding seconded the motion.

No discussion.

VOTE: Brunner, Yes; Agenbroad, Yes; Chmiel, Yes; Harding, Yes. [4-0]

- 2) **RESOLUTION R-23-8:** A RESOLUTION APPROVING THE GENERAL PLAN FOR APPROXIMATELY 12.08 ACRES OF LAND LOCATED SOUTHWEST OF THE INTERSECTION OF EAST CENTRAL AVENUE (SR 73) AND RED LION-FIVE POINTS ROAD, was read by the Clerk of Council. Mr. Shackelford's comments are summarized as follows:

This resolution approves the general plan for approximately 12.08 acres of land located southwest of the intersection of SR73 and Red Lion-Five Points Road for a 41-lot single-family residential development. This ordinance was the subject of a public hearing on March 2, 2023. The General Plan was recommended for approval by the Planning Commission on January 18, 2023.

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments.

Mayor Agenbroad called for a motion to adopt Resolution R-23-8.

Mr. Harding motioned. Mr. Brunner seconded the motion.

No discussion.

VOTE: Agenbroad, Yes; Chmiel, Yes; Harding, Yes; Brunner, Yes. [4-0]

- 3) **RESOLUTION R-23-9:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH LANDSCAPE STRUCTURES TO PURCHASE NEW

PLAYGROUND EQUIPMENT FOR NORTH PARK, was read by the Clerk of Council. Mr. Shackelford's comments are summarized as follows:

This resolution authorizes an agreement with Landscape Structures to purchase new playground equipment for North Park. The new play area will be approximately 30,000sf, which is approximately triple the size of the Kacie Jane Park playground.

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments.

Mayor Agenbroad called for a motion to adopt Resolution R-23-9.

Mr. Chmiel motioned. Mr. Harding seconded the motion.

No discussion.

VOTE: Brunner, Yes; Agenbroad, Yes; Chmiel, Yes; Harding, Yes. [4-0]

- ITEM 7. REPORTS: Mayor's Report** – Good Friday will be observed tomorrow, April 21; whereby, the City Offices will be closed. The City's Arbor Day Ceremony will be held on Friday, April 28 at 9:00 AM at Miracle Field. The next City Council Work Session will be held on Thursday, April 20 at 6:00 PM followed by the Regular Meeting at 7:00 PM in Council Chambers. The Finance Committee scheduled at 5:30 PM on April 20 has been canceled.

City Manager's Report – No reports.

Committee Reports –

Mr. Brunner – No reports.

Mr. Chmiel – No reports.

Deputy Mayor Harding – No reports.

- ITEM 8. OTHER BUSINESS. Mayor Agenbroad called for the following motions:**

A MOTION TO APPOINT DAVID HALE TO THE ARCHITECTURAL REVIEW BOARD FOR A TERM ENDING DECEMBER 31, 2024.

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments.

Mr. Harding motioned. Mr. Brunner seconded the motion.

No discussion.

VOTE: Agenbroad, Yes; Chmiel, Yes; Harding, Yes; Brunner, Yes. [4-0]

A MOTION TO AUTHORIZE THE CITY TO OFFER DISCOUNTS UP TO \$2 PER MONTH TO RESIDENT UTILITY CUSTOMERS WHO ENROLL IN PROGRAMS OFFERED BY THE CITY TO REDUCE BILLING, PRINTING, AND PAYMENT PROCESSING COSTS. SUCH PROGRAMS COULD INCLUDE E-BILLING AND AUTOPAY OR ANY OTHER PROGRAMS DEEMED NECESSARY BY THE CITY MANAGER TO MORE EFFICIENTLY AND EFFECTIVELY ADMINISTER THE UTILITY BILLING PROCESS.

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments.

Mr. Chmiel motioned. Mr. Brunner seconded the motion.

No discussion.

VOTE: Agenbroad, Yes; Chmiel, Yes; Harding, Yes; Brunner, Yes. [4-0]

ITEM 9. FINAL COUNCIL AND MANAGER COMMENTS. Mayor Agenbroad commented that residents should have received the City's annual report and compliments to all of the staff members who worked on that report as well as City Council, who work on behalf of the citizens all year long.

ITEM 10. GUEST COMMENTS. Mayor Agenbroad invited any guests that wished to be heard to approach the podium, state their name and address for the record, and make their comments accordingly.

1) Margie Gitzinger, 179 W. Lytle Five Points Road, Clearcreek Township – Ms. Gitzinger generally commented as follows:

Ms. Gitzinger commented that she has been a resident of the Springboro community for over 20 years. She cares very much about this community and wants to become more involved and more aware of what is going on in the community. Ms. Gitzinger explained that she is attending the meeting for informational purposes and has a few questions. In regard to the Sheetz gas station on SR73 (W. Central Ave.), Ms. Gitzinger asked if the Sheetz development has been finalized and is definitely moving forward.

Mr. Shackelford answered that City Planner Dan Boron could provide her with details concerning the Sheetz development and she also can view the minutes of the Planning Commission meetings online. Mr. Shackelford offered to provide Ms. Gitzinger with Mr. Boron's contact information.

Ms. Gitzinger commented that she was not sure how much feedback the City has received concerning the Sheetz, but she commented that we already have a lot of gas stations on SR73 and it does not seem like it would really benefit this community to have another gas station here.

Ms. Gitzinger also commented that she had seen in the Star Press newspaper, an article concerning the new building that was constructed at Springboro United Church of Christ (5 W. Mill Street). She further commented that according to the article, the building might be used as a homeless shelter.

Mayor Agenbroad explained that the new mission building will be used by church members, and community members will also be able to use the new building.

Ms. Gitzinger asked if it would be used as a homeless shelter.

Mayor Agenbroad replied no, that is not its intended use and it is not zoned for that use.

Ms. Gitzinger asked if in the future she had any comments or issues should she let City Council know in advance or simply by attending the meeting. Ms. Gitzinger also asked where she could find information concerning the agendas.

Mr. Harding answered that agendas can be found on the website and City Council meets the first and third Thursday of every month.

Mr. Shackelford commented that the City's newsletter has a lot of good information in it concerning the community and the City's annual report.

Mr. Harding also commented that City Council holds a 6:00 PM Work Session and 7:00 PM Regular Meeting.

Ms. Gitzinger asked if the Work Session was only for Council Members.

Mayor Agenbroad answered that both meetings are open to the public and are very informative such as tonight's Work Session when the newly redesigned website was presented.

Mr. Harding also commented that the Planning Commission meetings are open to the public as well. Mr. Harding further commented that information concerning building and development can be found on the website and guest comments are allowed at Planning Commission meetings as well.

Ms. Gitzinger commented that she technically lives in the township and asked if she was still allowed to attend and speak at meetings.

Mr. McDonald acknowledged that she was permitted to attend these public meetings.

Mr. Shackelford commented that if there is an issue she would like to talk about, as a courtesy, she should contact the Clerk of Council and staff may be able to provide some answers that they would be prepared to share.

Mr. Chmiel clarified that during the Guest Comments portion of the meeting, guests are welcome to make comments, but it is not necessarily a question and answer forum.

Ms. Gitzinger commented that she loves Springboro; it is a great community. She further commented that her husband grew up here and it has been wonderful raising her family here. Ms. Gitzinger added that they want to do whatever they can to support the community for years and years to come. Ms. Gitzinger thanked City Council for sharing their time.

Mayor Agenbroad thanked Ms. Gitzinger for her comments.

Mayor Agenbroad invited any other guests that wished to be heard to approach the podium, state their name and address for the record, and make their comments accordingly.

No other guests came forward.

ITEM 11. EXECUTIVE SESSION. No Executive Session.


ITEM 12. ADJOURNMENT. With no further business, Mayor Agenbroad called for a motion to adjourn the Thursday, April 6, 2023 Springboro City Council Regular Meeting at approximately 7:15 PM.

Mr. Harding motioned. Mr. Brunner seconded the motion.

No discussion.

VOTE: Agenbroad, Yes; Chmiel, Yes; Harding, Yes; Brunner, Yes. [4-0]

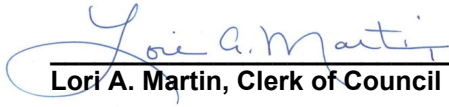
—MEETING ADJOURNED—



John H. Agenbroad, Mayor

John H. Agenbroad

Presiding Officer



Lori A. Martin, Clerk of Council